

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES

BOARD MEETING MINUTES

The Caswell County Department of Social Services Board held its monthly meeting on January 20, 2015 at 9:00 a.m. in the Conference Room of the Caswell County Department of Social Services. In attendance were: Mr. Jeremiah Jefferies, Chairman; Mr. Kenneth Travis; Mr. David Owen; Ms. Marylene McCain; Mrs. Debbie Rascoe, Administrative Assistant and Ms. Dianne Moorefield, Secretary. The seat held by Mr. Hamlett continues to be vacant as the Social Services Commission has not yet made an appointment.

Mr. Jefferies called the meeting to Order at 9:00 a.m. The Agenda for the meeting was reviewed and approved upon a motion by Mr. Travis and second by Ms. McCain. Minutes of the meeting held December 16, 2014 were reviewed and approved upon a motion by Mr. Owen and second by Mr. Travis. There was no public address to the Board.

Budget Amendment #7, a decrease in State 100% Day Care funds of \$100,000.00 per the State's required reversion of funds, was approved upon a motion by Ms. McCain and second by Mr. Travis.

Board Members were informed that 14.5 hours of overtime were paid with January's payroll at a cost of \$277.42 for Income Maintenance staff. They were also advised that the State expects federal approval allowing 75% reimbursement for the purchase of computers used to process NCFast applications. DSS expects to participate in this for current computers scheduled for replacement that meet this criteria.

The vacant Adult Services Social Worker position is expected to be filled shortly. The Board was informed that due to a resignation from one of our CPS Social Workers we now have a vacancy in that unit that will need to be filled as soon as the advertising/interviewing process is completed. The worker vacating this position accepted a job in a nearby larger county for a better salary.

Board Members were informed that our LIEAP (Low Income Energy Assistance Program) funds were exhausted on January 12, 2015. No additional funds are expected at this time. CIP (Crisis Intervention Program) funds are still available but with the volume of applications they are not expected to be available throughout the remainder of the winter season.

Information on a new food pantry opened by Leasburg United Methodist Church was shared with Board Members.

Upon a motion by Mr. Travis and second by Ms. McCain the Board entered into Closed Session to Consider the Competence, Term of Appointment and Performance of an Individual Public Officer pursuant to NCGS 143-318.1(A)(6). Upon a motion by Mr. Travis and second by Mr. Owen, the Board returned to Open session.

Supervisors attended the meeting and reported on work within their respective units. All Supervisors except Ms. Holt were present.

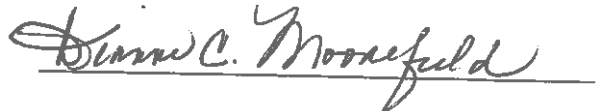
The next regularly scheduled meeting of the Social Services Board is scheduled for February 17, 2015 at 9:00 a.m. in the Conference Room of the Department of Social Services.

Upon a motion by Mr. Owen and second by Mr. Travis the meeting of the Social Services Board was adjourned at 9:30 a.m.

Respectfully Submitted,



Jeremiah Jefferies, Chairman



Dianne C. Moorefield, Secretary

2-27-2015

Date

2-27-15

Date

DSS

BUDGET AMENDMENT #

8

2/9/2015

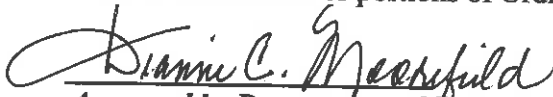
Be it ordained, the FY 2014-2015 Annual Budget ordinance is hereby amended as follows:
Transfer of Monies

<i>Expenditures: Increase/(Decrease)</i>	<i>Account Code</i>	<i>Prior Total Funding Authorization</i>	<i>Additional Allocation Increase/ Decrease</i>	<i>Amended Balance</i>
CP&L Energy Assist	100.5480.499.100	\$3,407.33	1,380.00	\$4,787.33
Total Expenditures			\$1,380.00	

<i>Revenues: Increase/(Decrease)</i>	<i>Account Code</i>		<i>Increase/ (Decrease)</i>	<i>Balance</i>
DSS/Admin WCA	100.3538.360.000	\$1,705,080.36	\$1,380.00	\$1,706,460.36
Total Revenues			\$1,380.00	

Justification: To budget allocation changes by the NC Department of Health & Human Services as authorized by state funding authorization.

That all Ordinances or portions of Ordinances in conflict are hereby repealed.


Approved by Department of Social Services Director

2/10/15
Date

Approved by Department of Social Services Board

Date

Paula Seamster, Clerk to the Board
Approved by Caswell County Board of Commissioners

Date

**Social Services Board Meeting
February 17th, 2015**

EBT Issuance:

January 2015

Issuance	\$603,529
Cases	2635
Individuals	5113

January 2014

Issuance	\$586,844
Cases	2622
Individuals	5090

Workload Report:

January 2015

Applications taken	188
Applications approved	154
Applications denied	22
Overdue applications	0
Redeterminations	347

January 2014

Applications taken	161
Applications approved	157
Applications denied	10
Overdue applications	0
Redeterminations	284

Fraud Report:

January 2015 FNS recoupments \$1,163

January 2014 FNS recoupments \$1,642

Crisis Intervention Program (CIP) Report:

LIEAP

July 1, 2014 thru June 30, 2015

New allocations	\$0
Total allocations to date	\$100,383
Total CIP money used – January	\$17,936.72
Available balance to date	\$18,734.09
Applications approved	584 – 104 January
Applications denied	7 – 0 January

New Allocations	\$0
Total Allocations	\$150,812
Available Balance	\$13
Applications Pending	0
Applications Approved	555
Applications Denied	57

Respectfully submitted,
Jennifer Holt
Income Maintenance Supervisor II

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD REPORT
ECONOMIC INDEPENDENCE UNIT
FEBRUARY 17, 2015

WORK FIRST EMPLOYMENT SERVICES:

Employment Services staff have received no request for an extension of the 24-month local time clock for Work First Cash Assistance since the last Board Meeting.

• **Monthly WFFA Case Profile Summary Comparison:**

	February 2015	February 2014
Total # WFFA Cases	44	50
Caseload Increase/Decrease From Previous Month	(-7) 51	(+1) 49
Child Only Cases	33 (75.00%)	42 (84.00%)
Single-Parent Cases	11 (25.00%)	8 (16.00%)
Cases Receiving Extension of Benefits	0	0
Average WFFA Payment	\$205.59	\$207.10
Benefit Diversion Cases	4	0
Average Benefit Diversion Payment	\$204.00	\$0.00

CHILD SUPPORT ENFORCEMENT:

• **Collection Information Comparison for the Caswell County IV-D Unit:**

	January 2015	January 2014
Net Current Month Collections	\$124,668.65	\$135,829.08
Monthly Collection Goal	\$153,721.00	\$157,603.81
Net Previous Month Collections	\$136,004.99	\$140,913.10
Net YTD Collections	\$947,115.54	\$981,925.08
Collections Goal for the Year	\$1,738,864.00	\$1,899,737.00
Percentage of Goal Met YTD	54.47%	51.69%
Target Percentage of Goal Met YTD	(7 mo.) 58.33%	(7 mo.) 58.33%

- **Child Support Enforcement Court Activity Report:**

	January 2015	January 2014
Number of Cases Scheduled/Heard	27/27	35/34
New Orders for Support Entered	4	2
New Current Support Payments	\$398.00.00	\$237.00
New Frequencies Toward Arrears	3	1
New Frequency Payments	\$225.00	\$25.00
Orders for Arrest	0	0
Jail Sentences	0	0
Purge Amounts	\$0.00	\$0.00
Total Payments Collected in Court	\$0.00	\$313.30
New Paternity Cases Established	0	0
Number of Modifications Heard	8	11

CHILD CARE SUBSIDY:

- **Comparative Summary of Child Care Subsidy Expenditures (CCDF, Smart Start & TANF):**

December Service Month Paid in January	2014/2015	2013/2014
Total Monthly Payment Amount	\$40,507.10	\$39,581.25
Monthly Unduplicated Child Count	124	116
Total Year-to-Date Expenditures	\$311,652.85	\$293,648.15
YTD Unduplicated Child Count	186	155
Total Allocation Available to Date	\$542,695.00	\$656,631.00
Traditional Spending Coefficient (7 mo.)	98.45%	90.44%

Child Care Subsidy Waiting List

The waiting list was reinstated on December 15, 2014, due to a reversion of child care subsidy funds. We currently have 16- children on the Child Care Subsidy waiting list. We will continue closely monitor the funding available and the spending trends, in hopes of lifting the waiting list when it becomes feasible for us to do so.

Submitted by: Tonya Breedlove February 9, 2015

SOCIAL SERVICES BOARD MEETING

February 17, 2015

I. Overdue Application Report for January - 2015- Applications Processed Beyond Time Standard in NCFast – 6 Cases.

II. Medicaid Eligibility

February – 2014 - EIS	NC FAST – February 2015	February – 2015 - EIS
Open Cases – 4,191	Open Cases – 4,941	Open Cases – 38
Open People – 5,037	Open People – 5,238	Open People – 38
Authorized People – 4,799	Authorized People – 5,297	Authorized People -38

III. North Carolina Health Choice

February - 2014	February – 2015 – NC FAST MAGI
Open Cases – 131	Open Cases - 133
Authorized People – 184	Authorized People - 158

IV. SA (REST HOME)

February - 2014

February – 2015 in EIS

February 2015 in NC FAST

Authorized People – 94

Authorized People - 38

Authorized People - 59

V. Application, Reviews and Changes

	January – 2014 - EIS	January – 2015 in NC FAST	January – 2015 in EIS
Applications Taken	135	221	0
Applications Approved	88	184	0
Applications Denied	54	22	0
Applications Withdrawn	3	15	0
Reviews	188	447	0
Total Changes	820	1,278	0
Terminated	57	75	0

**VI. AFDC-EA: CASWELL COUNTY DSS SERVED 0 FAMILIES FROM THE
EMERGENCY DURING THE MONTH OF January 2015**

II. REPORT CARD - January - 2014

We were at 100% total in all programs: MAD - 100%, AAF - 100%, MAA - 100%
MQB - 100%, MAF - 100%, MIC - 100%, MPW - 100% AND NCHC - 100%

REPORT CARD - January - 2015 in NC FAST

We were at 82% total in all programs: MAD - 77%, AAF - 100%, MAA - 100%
MQB - 50%, MAF - 45%, MIC - 91%, MPW - 100% AND NCHC - 100%

VIII. Cost Calculation Report for the Month of January 2014 County Share -

\$ 00.00

Cost Calculation Report for the Month of January 2015 County Share -

\$ 00.00

**IX. All Eligibility Workers continue to Cross Train as Universal Workers for NC FAST,
Work Support Strategies, MAGI application and the Affordable Care Act, and the
Federally Funded Market Place.**

Mary Harrelson, Supervisor IMSII

February 9, 2015

Caswell County Department of Social Services

Adult Services Board Report

February 9, 2015

Programs:

	January 2014	January 2015
Adult Protective Services		
Number of Reports Received	8	4
Number of Reports Accepted	7	3
Number of Reports for Outreach	0	1
Number Referrals to AHS/DFS/Other Services	1	0

Adult Care Homes/Adult Home Specialist

Number of Adult Care Homes	27	29
Number of Adult Care Homes Monitored	8	8
Number of Complaints Received	1	6

Guardianship Services

Number of Active Cases	23	24
Number of New Cases	0	1
Number of Terminated Cases	0	1

Multidisciplinary Evaluations

Number of Requests Received	2	1
Number of Evaluation completed	3	0

Individual and Family Adjustment Services-Representative Payee

Number of Active Cases	23	24
Number of New Cases	0	1
Number of Cases Terminated	0	1

State/County Special Assistance In-Home (10 Slots)

Number of Active Cases	10	10
Number of New Cases	0	0
Number of Terminated Cases	0	0
Number of Pending Cases	0	0

In-Home Aide Services **January 2014** **January 2015**

Number of Active Cases	6	8
Number of New Cases	0	2
Number of Terminated Cases	0	0

Transportation Services

Number of Clients Served	150	171
Number of Trips Provided	959	875

Transportation Costs compared to January 2014 and January 2015

	2014	2015
EDTAP	\$1,004.15	\$2056.26
Medicaid	\$12,239.82	\$16,441.40
TTAP	-0-	\$195.88
Totals	\$13,243.97	\$18,693.54

This reflects an increase of \$5,449.57 from the previous year.

Medical Transportation Services was allotted \$6,000.00 in TTAP/5310 E & D money that can be used for clients that are receiving services under the E & D (EDTAP) program and have trips out of county. To use these funds instead of the regular EDTAP money, I went back and billed \$2,224.30 in November to TTAP instead of EDTAP and in December I changed \$2962.98 from EDTAP to TTAP.

Hearings (Local Appeal Hearing & Administrative Disqualification Hearing):

	January 2014	January 2015
Number of Requests Received	0	0
Local Appeal Hearing	0	0
Administrative Disqualification Hearing	0	0
Number of Hearings Conducted	0	0
Local Appeal Hearing	0	0
Administrative Disqualification Hearing	0	0

Respectfully Submitted by Michelle Waddell *mgw*
 Adult Services Supervisor
 February 9, 2015

Board Report
February 17, 2015

During the month of January 2015 we had no new children to enter or exit care.

Work Load Report	January 2015	January 2014
Children in DSS Custody	16	10
Foster Care Services for children in custody of another state/county	1	0
Licensure of foster and adoptive homes	2	1
Adoption Assessments	3	2
Home studies for other Courts	2	2
Supervision of foster homes	3	4

Training:

Child Placement Social Workers, Lucinda Wilson and Lisa Barnett, participated in the MRS/SOC Telephone Conference call in January.

Child and Family Services:

Child Placement Workers are in preparation for teaching a 3 hour training to our foster parents in efforts to keep their foster care licensing. The state mandates foster families have 10 hours of additional training that relates to children in foster care. The workers are also in preparation for a new PS-MAPP class to begin mid March on Saturdays, in efforts to have foster- to-adopt parents here locally to serve our children that come into care.

Prepared By: Racquel Hughes
Child Placement Supervisor
February 9, 2015

Caswell County Department of Social Services

DSS Board Report - Child Protective Services

February 17, 2015

CPS Family & Investigative Assessments

	January 2015	January 2014
1.Total Number of Reports Accepted for Investigation	29	19
2.Total Number of Reports Screened Out	7	5
3.Total Number of Reports Referred to other Jurisdictions	1	0
4.Total Number of Treatment Cases Transferred In	1	0
5.Total Number of Intercounty Investigations	0	0
6.Total Number of Courtesy Interviews/Assists	0	1
7.Total Number of Open Investigative and Family Assessments on the Last Day of the Month	24	24
8.Total Number of Active CPS-Case Planning/Case Management Cases (families) Open Last Day of the Month	6	7
9.Total Number of Malicious Reports Received	0	0

Additional Information

On January 27, 2015, representatives from NC Mentor met with the Child Protective Services and Foster Care/Adoption units and provided information about their program. NC Mentor provides behavioral health services for children at risk and their families. Some of the services include Intensive In-Home Services, Outpatient Therapy, Medication Management, and Therapeutic Foster Care.

Respectfully submitted by Lisa H. Anderson
Child Protective Services Supervisor
February 6, 2015